

WASHINGTON, D.C. 20576

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October 21, 1971

DEADLINES FOR COMMISSION MEETINGS

December 2, 1971

The deadline for the submission of project plans and programs for proposed developments within the District of Columbia for consideration by the National Capital Planning Commission at its December 2, 1971 meeting is November 10, 1971. Please call Edward H. Rickels, Project Coordinator (382-4585 or Code 128, extension 4585), or the member of the Commission staff with whom you have been in communication with respect to the development or project, as soon as possible, and request that the development or project be placed on the agenda for the meeting. The complete material to be presented, including copies of drawings and photostat or photographic reproductions of renderings and photographs of models, together with a letter of transmittal addressed to the Chairman of the Commission, must be received in this office not later than the close of business on November 10.

January 6, 1972

The deadline for submission of (1) master plans or modifications thereof for Federal and District installations in the National Capital Region (including the District of Columbia and its environs) or (2) project plans and programs for proposed developments outside the District of Columbia but within the National Capital Region for consideration by the Commission at its January 6, 1972 meeting (or at the December 2 meeting in the case of developments and projects which the Executive Director determines need not be referred to the local planning agency concerned, in accordance with Section 5(d) of the National Capital Planning Act of 1952), is November 10. Mr. Rickels or the Commission staff member concerned, should be notified--and complete materials and the letter of transmittal received in this office--not later than the close of business on that date. In the case of master plans and modifications thereof, two additional sets of all material are to be submitted.

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In accordance with the Commission's Policies and Procedures for Implementing the Goals and Policies of the National Environmental Policy Act of 1969 and Executive Orders 11507 and 11514 for the Protection and Enhancement of Environmental Quality in the National Capital Region, submissions of master plans, or modifications thereof, or project plans shall include copies of the Environmental Statements required pursuant to Section 102(2)(c) of the Act and Executive Order 11514 of March 5, 1970.

In addition, in accordance with the interim policy adopted by the Commission on April 18, 1969, submissions of master plans, or modifications thereof, or project plans involving a significant employment increase on existing or proposed sites within the Region shall include a statement describing: (1) the nature of the proposed employment changes and the probable salary levels of the affected employees, and (2) the availability of low- and moderate-income housing and related facilities in areas reasonably accessible to the site.

Comprehensive Plan

The Commission may not approve or favorably recommend a project plan or program or master plan or modification thereof which does not conform to the Comprehensive Plan for the National Capital. If such a project plan or program or master plan or modification thereof is submitted for consideration at the October 7 or November 4 meeting, the letter of transmittal should include a request for adoption by the Commission of a conforming modification to the Comprehensive Plan. Such conforming modification to the Comprehensive Plan may not be adopted--and the related project plan or program or master plan or modification may not be approved or favorably recommended--until 90 days after a draft Environmental Statement on the conforming modification to the Comprehensive Plan has been circulated for comment, furnished to the Council on Environmental Quality, and made available to the public. In order to facilitate preparation of the conforming modification to the Comprehensive Plan and the draft Environmental Statement thereon, the material submitted should include a description of the impact of the project or master plan proposed on ecological systems, any probable adverse environmental effects which cannot be avoided, the alternatives to the proposal that have been considered, the relationship between the short-term uses of man's environment and the maintenance and enhancement of long-term productivity in the proposal, and any irreversible or irretrievable commitments of resources which would be involved in the proposal should it be implemented.

You are requested to arrange to present and discuss each master plan, or modification thereof, development, or project with the Commission staff member concerned in advance of all submissions.

Charles H. Conrad
Executive Director